

Minden Branch:
1625 Library Lane
P.O. Box 337
Minden, NV 89423

Ph: 775-782-9841
Fx: 775-782-5754

Web: <http://douglas.lib.nv.us>



Lake Tahoe Branch:
233 Warrior Way
Zephyr Cove, NV 89448
Mail: 1625 Library Lane
Minden, NV 89423

Ph: 775-588-6411
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April 15, 2015

The Douglas County Public Library Board of Trustees will meet at 10:00 am on Tuesday, April 21, 2015 in the Pine Nut Room of the Minden Library, 1625 Library Lane, Minden, NV.

Below is an agenda of all items scheduled to be considered. All items For Possible Action will include a Public Comment period.

AGENDA

1. **Public comments and discussion.**

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees or those agenda items where public comment will not be taken as a public hearing is not legally required.

No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

If you wish to comment on a specific agenda item scheduled for action, please do so when that item is opened for public comment.

2. **For possible action.** Approval of proposed agenda. The Library Board of Trustees reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

3. **For possible action.** Approval of the minutes of the February 17, 2015 regular meeting.

4. **Consent Calendar**

Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Trustee wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed as the next item for discussion or may be continued until another meeting. Motion to approve the Consent Calendar, item 4a.

- a. For possible action. Approval of Gift fund claims
 - i. February and March 2015
- 5. List of evaluations completed - None
- 6. Review of Budget Performance Report summary and Gift Fund summary:
 - a. 2/28/2015 [Discussion]
 - b. 3/31/2015 [Discussion]
- 7. For possible action. Discussion and possible authorization of expenditure threshold for Library from Gift Fund account.
 - a. Approval of Amy Dodson to purchase up to \$3000 without prior Board action. [Discussion]
- 8. Review of Douglas County Budget Process for FY 2015-16 Budget [Discussion]
 - a. Submission of Department budget – February 27, 2015
 - b. Submission of Capital Improvement Budget – February 27, 2015
 - c. Budget Hearings – March 23 & 24, 2015 and May 4 & 5, 2015 at 4:00
- 9. Update on Compensation and Classification Study [Discussion]
 - a. Douglas County Human Resources presented final report from Pontifex Consulting to the Douglas County Commissioners – March 19, 2015
 - b. Department directors currently submitting recommendations to Human Resources
- 10. Outdoor Drive-up Bookdrop [Discussion]
 - a. Plan to install new outdoor bookdrop at Minden Library
- 11. Bookmobile Project [Discussion]
 - a. Research in progress
- 12. American Library Association annual conference [Discussion]
 - a. Linda Wilson & Amy Dodson will attend
 - b. June 25-30, 2015 in San Francisco
- 13. Florida Library Association annual conference [Discussion]
 - a. Amy Dodson will attend and speak
 - b. May 12-15, 2015 in Orlando
- 14. Gift Fund Reclassification [Discussion]
 - a. Douglas County Finance Department proposing reclassification of Library Gift Fund as a Special Revenue Fund (restricted fund)
 - b. Auditor and Finance department have been invited to May Library Board meeting
- 15. Monthly Report
 - a. Friends / Foundation

- i. Friends Board Monthly Meeting – May 11, 2015
 - ii. Foundation – May 6, 2015
 - b. Library Programs
 - c. Usage statistics
 - d. Facility work
- [Discussion]

16. Public comments and discussion.

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17. For possible action. Adjournment.

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According to the provisions of NRS 241, this notice and agenda has been posted on or before 10:00 am on the third working day before the meeting at the following locations:

Douglas County Libraries, Minden and Zephyr Cove
Douglas County Courthouse
Minden Post Office
Zephyr Cove Post Office
<http://douglas.lib.nv.us>
<https://notice.nv.gov>

Supporting material for the meeting is available at the Circulation Desk, Minden Library, 1625 Library Lane, Minden, NV. A request for copies of the supporting materials may be directed to:

Kathy Munson, Administrative Assistant
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
kmunson@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate handicapped persons desiring to attend the meeting. Please contact Amy Dodson at 782-9841 before April 21, 2015 for arrangements.